

Minutes

TO: Administration and Technology Committee

FROM: Clare Kindall, Chairperson

DATE: October 22, 2014

SUBJECT: Administration and Technology Committee Meeting

IN ATTENDANCE: Clare Kindall, Scott Slifka, Denise Hall, Chris Barnes, Ron Van Winkle, Essie Labrot, Jared Morin

The Administration and Technology Committee met on Thursday, October 16, 2014, at 5:30 p.m., in Town Hall, Room 312, to discuss the following:

AGENDA

1. Giga RFQ
The Committee discussed the recent RFQ to solicit interest of a firm willing to install a fiber network in the town. The responses to the RFQ are due November 18th.
2. Administration – Town Clerk update
The Town Clerk discussed activities in her office and a fund set up by the legislature for town clerk expenditures that might include adoption of tablet computers for the Town Council to reduce paper and administrative cost in the Clerk's office. The staff will further evaluate the costs and savings for such a plan.

Jared Morin discussed our cyber security and our insurance coverage for these attacks.
3. Other business
No other business was discussed.

C: Town Council
Ronald Van Winkle, Town Manager
Joseph O'Brien, Corporation Counsel
Essie Labrot, Town Clerk
Department Directors